



**STATE OF MONTANA**  
**DEPARTMENT OF ADMINISTRATION**  
**ARCHITECTURE AND ENGINEERING DIVISION**  
1520 East Sixth Avenue • P.O. Box 200103 • Helena, Montana 59620-0103  
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**TO: ALL ARCHITECTS/ENGINEERS OF RECORD**

**FROM:** Thomas B. O'Connell, Administrator  
Architecture & Engineering Division  
1520 East Sixth Avenue, Rm 33  
P O Box 200103  
Helena MT 59620-0103

**DATE:** October 3, 2014

**RE: REQUEST FOR QUALIFICATIONS**

Firms interested in being considered for an interview for projects on the attached pages must follow these procedures:

- Submit two (2) hard copies and one (1) electronic file copy of Form 115 specific to each project. The form and instructions can be found at <http://architecture.mt.gov/default.mcp.x>. Information in addition to the 115 is acceptable.
- Both hard copy and electronic Form 115 submissions must be received at the A&E office no later than **5:00 p.m. on Thursday, October 23, 2014.**
- The electronic copy should be in Adobe pdf format (maximum 10MB file size) and sent to [DOAAEDivision@mt.gov](mailto:DOAAEDivision@mt.gov) or [rkatherman@mt.gov](mailto:rkatherman@mt.gov). Files larger than 10MB must use the State's e-Pass file transfer service and be sent to [rkatherman@mt.gov](mailto:rkatherman@mt.gov).
- Submissions of either format received after the deadline listed for each project may result in rejection.

Firms selected for an interview on each project:

- Will be given the project-specific initial information document, interview questions, and the interview schedule.
- Will be asked to present their credentials before an interview committee. The committee will then submit the names of three (3) qualified firms to the Dept. of Administration Director, who will appoint one firm for each project in accordance with 18-2-112 MCA.

*The state of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the application and selection process or that may interfere with an applicant's ability to perform the essential duties of the job. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.*

# **PLAN MUSIC BUILDING ADDITION & REMODEL**

## **UNIVERSITY OF MONTANA**

### **A/E #2015-01-01**

### **Project Budget \$100,000 (planning only)**

The Music Department at the University of Montana is facing accreditation challenges and this project must determine the extent those challenges can be resolved by means of physical space improvements, both as new space and by remodeling existing spaces. Increased enrollments and technological developments since 1953, coupled with the need to maintain the School of Music's accreditation and reputation of excellence, necessitates serious consideration and top priority status for an expansion by the University.

The current music building was built in 1953 to accommodate a student body of about 120, with studio space for faculty of about 12. Enrollment has steadily increased over the decades and currently has experienced a 130% increase in FTE each year for the past several years. The music major population since 2008 has been consistently 300+ undergraduate and graduate students as well as 60 music minors. There are 23 full-time faculty and 11 adjunct faculty. Suitable classroom space, teaching studios and practice rooms are needed and are a priority in this proposal for expansion.

A Music Building expansion will provide much needed rehearsal and learning spaces that meet health and safety codes, and provide adequate spaces for personal practice and laboratory instruction. It will also provide classrooms with innovative and sustainable technology enhancing experiential learning and creativity.

At present, the School of Music serves more students than at any time in UM's history. Besides the record UM music major population, the unit serves in any given year over 4000-5000 individuals by way of non-major offerings, concert band, orchestra and choir festivals, music camps, hosting community organizations such as the Missoula Symphony Orchestra and Chorale, the Montana Music Teachers Association, the String Orchestra of the Rockies, The Montana Lyric Opera Company and Montana Music Educators Association events, as well as regional and national music events. Enrollment is expected to grow to 400 students by 2015.

An initial investigation of new spaces required by the Music Department suggests an addition of nearly 30,000 NSF (roughly 40,000GSF) but this figure must be evaluated by the architect for feasibility to fit the functional needs, site, and budget restrictions.

The proposed site available for an addition is north and east of the Music Building, which is listed on the UM Campus as a historical building. As such, any remodel work done to the existing building exterior & interior must be approved by SHPO (State Historical Preservation Officer) in Helena.

For the planning effort, the architect shall prepare a detailed final report of spatial areas required by the client, floor plans, construction cost estimate, and a site plan showing the new addition in context with the existing Music Building and surrounding campus

infrastructure. Also required will be floor plans for each floor affected both new addition as well as remodel of existing space. Assistance with fund-raising may also be required.

The selected firm will be required to meet both a LEED silver certification and State of Montana HPBS goals. The project will be managed and contracted through the Architecture & Engineering Division.

The Owner reserves the right to retain the firm appointed to this planning effort or pursue a separate design team appointment for completion of construction documents and construction administration services when the project is fully funded.

Submissions (2 hard copy and 1 electronic as indicated page 1 of this RFQ) must be received at the A&E office no later than 5:00 p.m. on **THURSDAY, OCTOBER 23, 2014**. Information in addition to the 115 is acceptable.

For more information contact Jameel Chaudhry, Campus Architect, at (406) 243-5576 or [jameel.chaudhry@mso.umt.edu](mailto:jameel.chaudhry@mso.umt.edu).

## **REID HALL ELEVATOR REPAIR/RENOVATION MONTANA STATE UNIVERSITY A/E #2015-02-04 Project Budget \$2,000,000 (delegated)**

Reid Hall is an L-shaped, four-story academic building with four large double-height lecture halls on the first floor of the short leg and a mix of classrooms and offices on the long leg. It was built in 1959 and is subject to SHPO review for any modifications to public spaces and the exterior.

This project will address three main code issues, two related to accessibility and one to fire safety. The elevator must be replaced with one of adequate size and features, and the rest rooms renovated to meet ADA requirements. In addition, the fixture counts for the bathrooms will likely increase to meet the occupant loads, particularly on the first floor. Fire exiting from the third and fourth floors must be augmented with a new stair from the south wing, above the lecture halls. Some further interior reallocation of space may result from this work. The project may be phased depending upon availability of funds.

The project must comply with MSU Design Standards. In addition to governmental authority reviews and permitting, the project will be reviewed by various campus stakeholders depending on the scope of the project, including the University Facilities Planning Board (UFPB), the Classroom Committee, the Space Management Committee, and others.

Submissions (2 hard copy and 1 electronic as indicated page 1 of this RFQ) must be received at the A&E office no later than 5:00 p.m. on **THURSDAY, OCTOBER 23, 2014**. Information in addition to the 115 is acceptable.

For more information contact William Walker, MSU CPDC Project Manager, at (406) 994-7484 or [william.walker@montana.edu](mailto:william.walker@montana.edu).

**STATE PARKS FACILITY CONDITION INVENTORY**  
**DEPARTMENT OF FISH, WILDLIFE & PARKS**  
**A/E #2015-35-01**  
**Project Budget \$110,000**

The Architecture and Engineering (A&E) Division is soliciting for Facility Condition Inventory (FCI) survey services at selected park sites within Montana's State Park system. The FCI will involve site visits by the selected consultant team to determine and document the physical conditions of buildings, facilities, roads, bridges, building systems, roofs, and related infrastructure amenities.

The FCI survey will determine the physical condition of the facilities and key infrastructure at individual State Park sites. Repair deficiencies will be identified and documented through a visual assessment of key building systems (including; heating, plumbing, electrical distribution, structural, etc.), site amenities (including ADA), recommendations will be provided for corrective actions, and an order-of-magnitude cost estimate for correcting the deficiencies identified. Additionally, each deficiency will be prioritized utilizing a consistent method.

Additional information related to this project:

1. The FCI review at each State Park site shall include the identification and documentation of existing and probable future facility/site deficiencies that should be addressed through capital funding budget planning for each site;
2. The consultant will provide recommendations for corrective action for each deficiency, with an estimate of the current repair/replacement costs, to guide the Montana State Parks administrative team in developing future capital funding project requests;
3. The consultant will make a determination of the relative severity/priority of each identified deficiency to generate a ranking which will be utilized as a guide for future capital funding requests; and,
4. A discussion should be provided of the industry standards related to planning for future infrastructure investments or major maintenance efforts within the Montana State Park system (e.g. – a septic system is expected to last 20 years, an asphalt shingle roof should be replaced in 30 years, asphalt surfaced roads and parking areas should be reviewed for chip-sealing/sealing every 'x' years, etc.).

The following is a preliminary list of State Park sites where the FCI's will be conducted:

- Lewis & Clark Caverns (Whitehall);

- Bannack – less the historic town site (Dillon);
- Chief Plenty Coup (Pryor);
- Hell Creek (Jordan);
- Lake Elmo (Billings);
- Makoshika (Glendive);
- Tongue River Reservoir (Decker);
- Rosebud Battlefield – Kobold house only (Decker);
- Travelers' Rest (Lolo);
- Cooney (Joliet);
- Beavertail Hill (east of Missoula);
- Black Sandy (Helena);
- Lone Pine (Kalispell); and,
- Whitefish Lake (Whitefish).

The FCI effort may be architect-led or engineer-led teams and interested firms must submit consultant teams consisting of the necessary disciplines for complete and accurate FCI survey results. In addition to the required Form 115, consultants interested in this project should submit a proposed methodology and approach and a description of past projects which may be similar. Given the size of this effort, the A&E Division, in cooperation with FWP, may choose waive the interview portion of this solicitation and submit three firms from the submissions received to the Director, Department of Administration.

Submissions (2 hard copy and 1 electronic as indicated page 1 of this RFQ) must be received at the A&E office no later than 5:00 p.m. on **THURSDAY, OCTOBER 23, 2014.** Information in addition to the 115 is acceptable.

For more information contact Tom Reilly, Assistant Administrator of Montana State Parks, at (406) 444-3752 or [treilly@mt.gov](mailto:treilly@mt.gov).

**[END OF SOLICITATION]**

cc: Jameel Chaudhry, UM Facilities Services  
Walt Banziger, MSU PDC  
Tom Reilly, FWP Parks Division  
Rick Hilmes, A&E Division